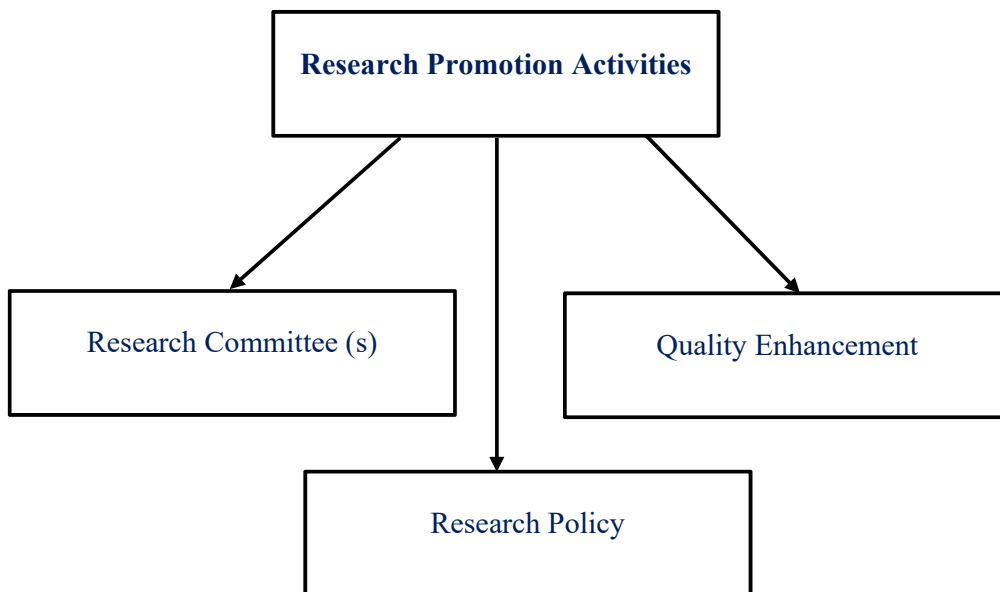


RESEARCH PROMOTION FACILITIES

The following activities are taken by the university to promote research in the university.



Research Promotion Activities of the university

Brief Outline of the activities for the promotion of research at the University

Research Committee	Extramural research Committee	<ul style="list-style-type: none"> Encouraging faculty fraternity to apply different funded projects from different funding agencies.
	Ph.D. Committee	<ul style="list-style-type: none"> To govern the PhD scholar activities
Research Policy	Policy for Code of Ethics	<ul style="list-style-type: none"> Curbing Plagiarism via Turnitin School-level Academic Integrity Panel (SAIP) University level Academic Integrity Panel (UAIP) Penalties in case of plagiarism in submission of thesis and dissertations

	Policy for promotion of research and publication	<ul style="list-style-type: none"> • Fellowship for the Full-Time Doctoral Research Scholars with JRF • Best Researchers Award • Teaching Relaxation for Research Work • Involvement of faculty in Consultancy Research • Collaborative Research • Reward Points for Doctoral Research Guidance
Quality Enhancement	Key Support Centers for Research	<ul style="list-style-type: none"> • The Centre for Research • The Centre for Innovation and Business Incubation (CIBI) • The Research Evaluation and Award Committee (REAC)
	Embodying Research in Curriculum	<ul style="list-style-type: none"> • Research ethics and IPR in the curriculum • Research-based generic Elective courses • Mandatory Projects in both UG and PG level • Mandatory Plagiarism check in PG and PhD

1.1. Research Committee

The University has a distinguished committee to provide adequate support and guidance in extramural research and consultancy. Also a doctoral research committee is in place that keeps a careful eye on the quality of the doctoral research programme.

1.2. Research Policy

1. Introduction

The Birla Global University (BGU) has set its Vision and Mission which recognize the importance of research activities of its faculty and students. Research is one of its priority areas of strategic interventions as per the BGU's Mission no 2, mentioned below. There is a felt need for providing its faculty, doctoral and other students with clear policy guidelines, resources and support systems, cutting edge tools and technology. This policy sets the broad framework for developing research environment within BGU and provides clear directions to faculty for research and publications along with incentive plans.

1.1 The Vision of BGU

To create and disseminate knowledge in global context while pursuing Excellence, Innovations, Inclusiveness and Equity.

1.2 Mission of BGU

- To globalize through international collaborations and exchange of students and faculty
- To strive for excellence in teaching and research.
- To continuously innovate pedagogy and course content.
- To encourage diversity, inclusiveness and equity

1.3 Research Philosophy

The research philosophy of BGU orients faculty and students to be engaged in activities in search for excellence, national and international collaboration and multi- disciplinary approach. It creates an ecosystem where faculty members of all disciplines are engaged in research with or without funding support.

2. Definitions

2.1 Research

An original investigation undertaken in order to contribute knowledge and understanding. It is an independent, creative, cumulative and often long- term activity conducted by faculty, research scholars and students with specialist knowledge about the theories, methods and information concerning their field of enquiry. Its findings must be open to scrutiny and formal evaluation by others in the field, and this may be achieved through publication or public presentation.

2.2 Faculty

All members of academic staff of BGU who have a contractual obligation to carry out teaching and research. Qualified faculty status applies to faculty members who sustain intellectual capital in their fields of teaching, demonstrating currency and relevance of intellectual capital to support the University's mission, expected outcomes, and strategies, including teaching, scholarship, and other mission components. Details of classification of faculty are given in the Appendix-A.

2.3 Intellectual Contributions

The following types of research and publication work will be considered as intellectual contribution of faculty and research scholars of BGU:

- Publications of articles, research/teaching cases in:
 - ✓ Indexed and Peer Reviewed Journals - based on ranked and non-ranked but refereed articles
 - ✓ Case Centers/ Journals
- Publication of Chapters in Text/Edited books
- Writing research working papers- Publicly available for reference
- Editor/Co-Editor/Guest Editor/Member of Editorial Board

2.3.1 Broad Principles of Intellectual Contribution

The faculty and research scholars are expected to make following intellectual contributions:

- **Learning and pedagogical research contributions-** Contribution in terms of preparation of new course material, creation of teaching aids, and new pedagogy which influence the teaching-learning activities of the university
- **Applied Research Contributions** - to practice in the form of publication of articles in practice-oriented journals, and published reports on consulting.
- **Contribution to Basic Research-** Discipline-based scholarly contributions to the theory or knowledge base of the faculty in the form of published research and theoretical innovation.

2.3.2 Academic Impact of Intellectual Contributions

BGU recognizes the value and importance of measurable impact of faculty scholarship and engagement in acquisition and dissemination of knowledge, required for an effective teaching-learning process. In this regard, the following will be considered:

- Quality publications in the indexed and leading peer-review journals.
- Citation counts/Download counts.

- Editorships, guest editorships, associate editorships, editorial board memberships, and/or invitations to act as journal reviewers for recognized, leading peer-review journals.
- Elections or appointments to leadership positions in academic and/or professional associations and societies.
- Recognitions for research (e.g., Best Paper Award), Fellow Status in an academic society, and other recognition by professional and/or academic societies for intellectual contributions.
- Invitations to participate in research conferences, scholarly programs, and/or international, national, or regional research forums.
- Inclusion of academic work in the syllabi of courses on recommendation of other professor(s).

2.3.3 Teaching/Instructional Impact

- Textbooks, teaching manuals, etc., that are widely adopted (by number of editions, number of downloads, number of views, use in teaching, sales volume, etc.)
- Publications that focus on research methods and teaching
- Research-based learning projects with companies, institutions, and/or NGOs
- Case study development (by number of studies developed, number of users, etc.)
- Mentorship of student research reflected in the number of student papers produced
- Documented improvements in learning outcomes that result from teaching innovations

2.3.4 Practice/Community Impact

- Media citations (e.g., number, distribution, and effect)
- Requests from the practice community to utilize faculty expertise
- Publications in practitioner journals
- Consulting reports
- Case studies based on research that has led to solutions to business problems
- Adoption of new practices or operational approaches as a result of faculty scholarship
- Presentations and workshops for business and management professionals
- Tools/methods developed for companies
- Invitations for faculty to serve as experts on policy formulation
- Memberships on boards of directors of corporate and non-profit organizations

3. Key Support Centers for Research

3.1 The Centre for Research

The Center for Research at BGU supports research and the research infrastructure. The primary goal of this Centre is to empower faculty, doctoral students and other researchers to advance the state of knowledge, bringing together theory and practice as defined in the vision and missions statement of the university. It also enables faculty to work with leaders of industry, government, and academia outside the university and to learn from the issues and challenges faced in the different academic disciplines as well as in different societies in the world. Through sustained work in the field, faculty are provided the opportunity to immerse themselves in the culture and values as well as the intricacies and nuances that lead to truly meaningful and insightful research.

3.2 The Centre for Innovation and Business Incubation (CIBI)

CIBI is set up for promotion of action research, innovation and entrepreneurship among the students, faculty and staff of the university.

3.3 The Research Evaluation and Award Committee (REAC)

REAC to be constituted to evaluate the research outcomes of the faculty and research scholars annually and recommend incentive based on the research outcomes with reference to the Performance Evaluation Policy of the university

- The REAC will be led by the Dean (Research) of the university, a post to be created under the direct supervision of the Vice-Chancellor. The heads of the specialized areas of disciplines, to be nominated by the Deans of different schools of BGU, will serve as jury for the ranking of journals in the approved list of journals, including those approved by UGC.
- A faculty member will send a copy of the article published in any approved journal or any other publication to the REAC, the Head of the department and the Dean of the school where she/he is posted.
- In the REAC meeting, a decision will be reached regarding the appropriate classification of the journal/publication or any academic outcome presented for review taking into account the department's recommendation, the strength of that recommendation and comparative standards established by the REAC.

4. Promotion of Research work

4.1 Fellowship for the Full-Time Doctoral Research Scholars with JRF

There will be maximum two full time doctoral research scholars per school offering Ph. D. programme. Each scholar will be awarded fellowship @ Rs. 20,000/- per month for maximum period of three years. For award of fellowship, there will be review of the progress of doctoral research work and intellectual contributions once in every six months for continuation of fellowship.

4.2 Best Researchers Award

The main purpose of this Award is to recognize the outstanding achievements of the faculty of BGU in research and publications. This award will be given annually. The assessment of the proposals for this Award shall be made by the REAC. The name of the faculty will be mentioned in the List of BGU Best Researchers Award recipients displayed on BGU website and at the prominent places of the university (Academic and Admin blocks and Libraries).

4.2.1 Eligibility Criteria:

Any full-time faculty member of BGU who has published at least two articles in the approved journals of the university including one article in any indexed journal during a particular academic year shall be eligible to apply for this award.

4.3 Teaching Relaxation for Research Work

Each faculty can avail 3 months of relaxation from teaching responsibilities in an academic year for undertaking any research work and publication. The faculty member has to take prior permission from the Dean during the annual academic planning for availing such relaxation from teaching in order to ensure that there will be no inconveniences in terms of teaching as per academic requirement in UG, PG and Ph.D. programme(s)

4.4 Involvement of faculty in Consultancy Research

Faculty members shall be free to undertake consultancy research assignments from the international agencies, Central & State Government organizations, public and private sector organizations and NGOs with prior permission of the Dean and the Vice-Chancellor. Such assignments can be undertaken by any individual faculty member or by a group of faculty as per the requirement and research interest of the faculty. They can either source the funding of the research projects themselves or participate in the consultancy research projects undertaken

by the university. The revenue generated after meeting all expenses of the project shall be shared between the concerned faculty and the university in the ratio as per the decision of the competent authority

4.5 Collaborative Research

Faculty members can collaborate with any faculty member(s) of institutions of higher learning, both in India and abroad, for undertaking research projects, publish research papers and books jointly. They may avail special leave as well as financial support, if required, from the university. Such special support shall be provided with special permission of the Vice-Chancellor on recommendation of the REAC.

4.6 Reward Points for Doctoral Research Guidance

Faculty members shall be suitably rewarded with performance scores for their doctoral research guidance as per the norms in the Performance Evaluation System of BGU to be implemented from time to time.

5. Expectation from the Faculty

- Every faculty is expected to conduct research and publish his/her articles in the peer reviewed and indexed journals and publish books using the research data
- Faculty members should, where appropriate, seek research funds (external/internal) in support of their research.
- They should undertake research as an important priority requirement for their academic career. Therefore, they should undertake research and publications activities, well balanced with their obligations of teaching and administrative responsibilities.

6. Amendment of the Policy guidelines

The policy guidelines, stated above, shall be reviewed periodically and any one of more provision(s) made in this policy can be suitably amended, if felt necessary, with the approval of the Vice-Chancellor.

1.3. Policy for Code of Ethics

(Promotion of academic integrity and prevention of plagiarism Regulations-2019)(correction slip no.06 No;. r-49/dt. 26.07.2019; memo no:r-50/dt.26.07.2019)

Ethics and honesty are the two most important components of the academic activities be it teaching or research. Teaching & research is a novel profession based on extremely high moral values. There cannot be any room for claiming the credit for the work he/she has not undertaken. Many times it is observed that some of the "academicians" knowingly or unknowingly publish or present other's work as their own. Such acts will affect healthy academic atmosphere in the institute which will also harm the reputation of the institute as well as the individual.

It is therefore important for an academic institute like Birla Global University to have in place a policy on plagiarism to avoid such type of acts.

Therefore, in exercise of the powers conferred by clause (q) of Section 10 read with clause (c) the University hereby makes the following regulations: -

1. Short title, application and commencement

- a. These regulations shall be called the 'Promotion of Academic Integrity and Prevention of Plagiarism' Regulations, 2019 of Birla Global University prepared in conformity with 'Promotion of Academic. Integrity and Prevention of Plagiarism in Higher Educational Institutions Regulations, 2018 promulgated by the University Grants Commission.
- b. They shall apply to the students, faculty, researchers and all staff of the University and shall come into force from the date of notification by the university.

2. Definitions

In these regulations, unless the context otherwise requires-

- a. "Academic Integrity" is the intellectual honesty in proposing, performing and reporting any activity, which leads to the creation of intellectual property;
- b. "Author" includes a student or a faculty or a researcher or staff of Higher Educational Institution (HEI) who claims to be the creator of the work under consideration;
- c. "Common Knowledge" means a well-known fact, quote, figure or information that is known to most of the people;
- d. "Degree" means any such degree specified by the University Grants Commission, by notification in the Official Gazette, under section 22 of the University Grants Commission Act, 1956;
- e. "School Level Academic Integrity Panel" shall mean the body constituted at the school level to investigate allegations of plagiarism;

- f. "Information" includes data, message, text, images, sound, voice, codes, computer programs, software and databases or microfilm or computer generated microfiche;
- g. "University Level Academic Integrity Panel" shall mean the body constituted at University level to consider recommendations of the departmental academic integrity panel and take appropriate decisions in respect of allegations of plagiarism and decide on penalties to be imposed. In exceptional cases, it shall investigate allegations of plagiarism at the institutional level;
- h. "Plagiarism" means the practice of taking someone else's work or idea and passing them as one's own.
- i. "Programme" means a programme of study leading to the award of a masters and research level degree;
- j. "Researcher" refers to a person conducting academic/scientific research in the University.
- k. "Script" includes research paper, thesis, dissertation, chapters in books, full-fledged books and any other similar work, submitted for assessment/opinion leading to the award of master and research level degrees or publication in print or electronic media by students or faculty or researcher or staff of the University; however, this shall exclude assignments/term papers/project reports/course work/essays and answer scripts etc.;
- l. "Source" means the published primary and secondary material from any source whatsoever and includes written information and opinions gained directly from other people, including eminent scholars, public figures and practitioners in any form whatsoever as also data and information in the electronic form be it audio, video, image or text; Information being given the same meaning as defined under Section 2 (1) (v) of the Information Technology Act, 2000 and reproduced here in Regulation 2 (1);
- m. "Staff" refers to all non-teaching staff working in the university in any capacity whatsoever i.e. regular, temporary, contractual, outsourced etc.;
- n. "Student" means a person duly admitted and pursuing a programme of study including a research programme in any mode of study (full time or part-time or distance mode);
- o. "Year" means the academic session in which a proven offence has been committed.

3. Objectives

- 3.1** To create awareness about responsible conduct of research, thesis, dissertation, promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among student, faculty, researcher and staff.

- 3.2 To establish institutional mechanism through education and training to facilitate responsible conduct of research, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.
- 3.3 To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, faculty, researcher or staff of the University committing the act of plagiarism.

4. Duties of the University

The University shall establish the mechanism as prescribed in these regulations, to enhance awareness about responsible conduct of research and academic activities, to promote academic integrity and to prevent plagiarism.

5. Awareness Programs and Trainings

- a. The University shall instruct students, faculty, researcher and staff about proper attribution, seeking permission of the author wherever necessary. acknowledgement of source compatible with the needs and specificities of disciplines and in accordance with rules, international conventions and regulations governing the source.
- b. The University shall conduct sensitization seminars/ awareness programs every semester on responsible conduct of research, thesis, dissertation, promotion of academic integrity and ethics in education for students, faculty, researcher and staff.
- c. The University shall;
 - i. Include the cardinal principles of academic integrity in the curricula of Undergraduate (UG)/Postgraduate (PG)/Master's degree etc. as a compulsory course work/module.
 - ii. Include elements of responsible conduct of research and publication ethics as a compulsory course work/module for Masters and Research Scholars.
 - iii. Include elements of responsible conduct of research and publication ethics in Orientation and Refresher Courses organized for faculty and staff members of the University
 - iv. Train student, faculty, researcher and staff for using plagiarism detection tools and reference management tools.
 - v. Establish facility equipped with modern technologies for detection of plagiarism.
 - vi. Encourage students, faculty, researchers and staff to register on international Researcher's Registry systems.

6. Curbing Plagiarism

- a. The University declares 'Turnitin' software so as to ensure that documents such as thesis, dissertation, publications or any other such documents are free of plagiarism at the time of their submission.
- b. The mechanism as defined at (a) above shall be made accessible to all engaged in research work including student, faculty, researcher and staff etc.
- c. Every student submitting a thesis, dissertation, or any other such documents to the University shall submit an undertaking indicating that the document has been prepared by him or her and that the document is his/her original work and free of any plagiarism.
- d. The undertaking shall include the fact that the document has been duly checked through a Plagiarism detection tool approved by the University
- e. Each supervisor shall submit a certificate indicating that the work done by the researcher under him/her is plagiarism free.
- f. The University shall submit to INFLIBNET soft copies of all Masters, Research program's dissertations and thesis within a month after the award of degrees for hosting in the digital repository under the "*Shodh Ganga e-repository*".
- g. The University shall create Institutional Repository on institute website which shall include dissertation/thesis/paper/publication and other in-house publications.

7. Similarity checks for exclusion from Plagiarism

The similarity checks for plagiarism shall exclude the following:

- I. All quoted work reproduced with all necessary permission and/or attribution.
- II. All references, bibliography, table of content, preface and acknowledgements.
- III. All generic terms, laws, standard symbols and standards equations.

Note:

The research work carried out by the student, faculty, researcher and staff shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only and shall not have any similarities. It shall exclude a common knowledge or coincidental terms, up to fourteen (14) consecutive words.

8. Levels of Plagiarism

Plagiarism would be quantified into following levels in ascending order of severity for the

purpose of its definition:

- I. Level 0: Similarities upto 10%-Minor similarities, no penalty
- II. Level 1: Similarities above 10% to 40%
- III. Level 2: Similarities above 40% to 60%
- IV. Level 3: Similarities above 60%

9. Detection/Reporting/Handling of Plagiarism

If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he or she shall report it to the 'School level Academic Integrity Panel (SAIP). Upon receipt of such a complaint or allegation the SAIP shall investigate the matter and submit its recommendations to the 'University level Academic Integrity Panel' (UAIP) of the University.

The authorities of the University can also take *suomotu* notice of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by the University on the basis of findings of an examiner. All such cases will be investigated by the UAIP

10. School level Academic Integrity Panel (SAIP)

- I. All Schools of the University shall notify a SAIP whose composition shall be as given below:
 - a. Chairman-Dean of the School
 - b. Member- Senior academician from outside the department, to be nominated by the Vice Chancellor
 - c. Member- A person well versed with anti-plagiarism tools, to be nominated by the Dean of the School.
- II. The tenure of the members in respect of points 'b' and 'c' shall be two years. The quorum for the meetings shall be 2 out of 3 members (including Chairman).
- III. The SAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff.
- IV. The SAIP shall have the power to assess the level of plagiarism and recommend penalty(ies) accordingly.

- v. The SAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the UAIP within a period of 45 days from the date of receipt of complaint/initiation of the proceedings.

11. University level Academic Integrity Panel (UAIP)

- I. The University shall notify a UAIP whose composition shall be as given below.
 - a. Chairman- Vice Chancellor of the University.
 - b. Member - Senior Academician other than Chairman, to be nominated by the Vice Chancellor
 - c. Member- One member nominated by the Vice Chancellor from outside the University
 - d. Member- A person well versed with anti-plagiarism tools, to be nominated by the Vice Chancellor of the University.

The Chairman of SAIP and UAIP shall not be the same. The tenure of the Committee members including Chairman shall be three years. The quorum for the meetings shall be 3 out of 4 members (including Chairman).

- II. The UAIP shall consider the recommendations of SAIP.
- III. The UAIP shall also investigate cases of plagiarism as per the provisions mentioned in these regulations.
- IV. The UAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff of the University.
- V. The UAIP shall have the power to review the recommendations of SAIP including penalties with due justification.
- VI. The UAIP shall send the report after investigation and the recommendation on penalties to be imposed to the Vice Chancellor within a period of 45 days from the date of receipt of recommendation of SAIP/ complaint/initiation of the proceedings.
- VII. The UAIP shall provide a copy of the report to the person(s) against whom inquiry report is submitted.

12. Penalties

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Masters and Research programs and on researcher, faculty & staff of the University only after academic misconduct on the part of the individual has been established without doubt, when all

avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner.

12.1 Penalties in case of plagiarism in submission of thesis and dissertations

University level Academic Integrity Panel (UAIP) shall impose penalty considering the severity of the Plagiarism.

- I. **Level 0: Similarities upto 10%** - Minor Similarities, no penalty.
- II. **Level 1: Similarities above 10% to 40%**- Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
- III. **Level 2: Similarities above 40% to 60%**- Such student shall be debarred from submitting a revised script for a period of one year.
- IV. **Level 3: Similarities above 60%** -Such student registration for that programme shall be cancelled.

Note 1: Penalty on repeated plagiarism-Such student shall be punished for the plagiarism of one level higher than the previous level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.

Note 2: Penalty in case where the degree/credit has already been obtained - If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the UAIP and approved by the Vice Chancellor.

12.2 Penalties in case of plagiarism in academic and research publications

- I. Level 0: Similarities up to 10% - Minor similarities, no penalty.
- II. Level 1: Similarities above 10% to 40%
 - i. Shall be asked to withdraw manuscript.
- III. Level 2: Similarities above 40% to 60%
 - i. Shall be asked to withdraw manuscript.
 - ii. Shall be denied a right to one annual increment.
 - iii. Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/Scholar for a period of two years.
- IV. Level 3: Similarities above 60%
 - i. Shall be asked to withdraw manuscript.

- ii. Shall be denied a right to two successive annual increments.
- iii. Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of three years.

Note 1: Penalty on repeated plagiarism- Shall be asked to withdraw manuscript and shall be punished for the plagiarism of one level higher than the lower level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative. In case level 3 offence is repeated then the disciplinary action including suspension/termination as per service rules shall be taken by the University.

Note 2: Penalty in case where the benefit or credit has already been obtained- If plagiarism is proved on a date later than the date of benefit or credit obtained as the case may be then his/her benefit or credit shall be put in abeyance for a period recommended by UAIP and approved by the Vice Chancellor.

Note 3: The University shall create a mechanism so as to ensure that each of the paper publication/thesis/dissertation by the student, faculty, researcher or staff of the University is checked for plagiarism at the time of forwarding/submission.

Note 4: If there is any complaint of plagiarism against the Authorities at the University level, a suitable action, in line with these regulations, shall be recommended by the UAIP and approved by the Vice Chancellor.

Note 5: If there is any complaint of plagiarism against any member of SAIP or UAIP, then such member shall excuse himself/herself from the meeting(s) where his/her case is being discussed/investigated.

The above regulation has been approved by the Academic Council and shall be effective from the date of notification.